



County of Los Angeles CHIEF EXECUTIVE OFFICE

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WILLIAM T FUJIOKA
Chief Executive Officer

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

February 5, 2013

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The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

Board of Supervisors
GLORIA MOLINA
First District

MARK RIDLEY-THOMAS
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

Dear Supervisors:

**DEPARTMENT OF PUBLIC WORKS:
CORONER CRYPT BUILDING ADDITIONS AND
TENANT IMPROVEMENT RENOVATION PROJECT
AWARD SUPPLEMENTAL AGREEMENT
SPECS. 6797; CAPITAL PROJECT NO. 70978
(FIRST DISTRICT) (3 VOTES)**

SUBJECT

This action will approve Supplemental Agreement 3 with HMC Architects for additional design and construction administration services for the Coroner Crypt Building Additions and Tenant Improvement Renovation Project for a \$800,000 not-to-exceed amount and authorize the approval of additional as-needed design services for a \$150,000 not-to-exceed aggregate amount to complete the Project.

IT IS RECOMMENDED THAT THE BOARD:

1. Approve and authorize the Director of Public Works, or her designee, to execute Supplemental Agreement 3 to Contract PW-12961 with HMC Architects for a \$800,000 not-to-exceed amount to provide additional design and construction administration services for the Coroner Crypt Building Additions and Tenant Improvement Renovation Project (Capital Project No. 70978), and establish the effective date of the contract following the Board approval.

"To Enrich Lives Through Effective And Caring Service"

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2. Delegate authority to the Director of Public Works, or her designee, to approve and execute, with the concurrence of the Chief Executive Office, one or more additional supplemental agreements with HMC Architects for as-needed design services needed to complete the Coroner Crypt Building Additions and Tenant Improvement Renovation Project, for up to a \$150,000 not-to-exceed aggregate amount funding through Capital Project No. 70978.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will approve and authorize the execution of Supplemental Agreement 3 for an \$800,000 not-to-exceed amount to Contract PW-12961 with HMC Architects (HMC), to provide additional design and construction administration services to complete the Coroner Crypt Building Additions and Tenant Improvement Renovation Project (Project).

Further, the recommended actions will also authorize the approval of additional as-needed design services for a \$150,000 not-to-exceed aggregate amount, should the Project require additional design services to address unforeseen conditions during the final phase of construction.

Background

In 2006, the Board approved the Project to address decedent storage issues and to improve operations and services at the Coroner's facility, located at 1104A North Mission Road, Los Angeles. The Project consists of three phases: 1) renovations to the existing Old Administration Building; 2) construction of a new 4,900-square-foot crypt building; and 3) tenant improvements to the existing 40-year old 1104A Biological Building to properly separate hazardous and nonhazardous material work areas and allocate additional space for autopsy, laboratory, and forensic support functions. The facility remains operational during construction.

In addition to approving the Project, the Board approved the Project budget and awarded an agreement to HMC to provide design and construction administration services for a \$2,547,150 not-to-exceed amount to cover all phases of the Project. Renovations to the Old Administration Building were completed in 2007.

In 2009, the Board awarded a construction contract to PacWest Corporation for \$2,472,000 to construct the new crypt building. The new crypt building was completed in January 2011; however, due to design issues, field changes, contractor quality control issues, and outstanding Project close-out items, construction was delayed beyond the original construction schedule by approximately seven months. In order to

address the prolonged construction duration, HMC's contract capacity under construction administration services for the tenant improvement portion of the Project was utilized.

Following completion of the crypt building and review of the revised construction phasing plan for tenant improvements, HMC submitted its request for a supplemental agreement for increased design and construction administration services to complete the remaining phase of the Project. The Department of Public Works (Public Works) has reviewed this request and provided an assessment of the extent to which errors in the construction drawings contributed to the delays in the completion of the crypt building. The recommended supplemental agreement reflects a negotiated resolution of this request and provides the services necessary to complete the final phase of the Project.

Recommended Supplemental Agreement

The recommended Supplemental Agreement 3 is for a not-to-exceed amount of \$800,000 and will address deficiencies in the tenant improvements that only became apparent during construction, and provide sufficient funding for construction administration services to complete the remaining phase of the Project.

It is anticipated that further construction and/or design modifications will be necessary to address upcoming field condition issues such as landscaping for \$250,000, shaft fireproofing for \$200,000, and the emergency generator fuel tank for \$200,000. These potential changes are currently estimated to cost \$650,000.

Upon the Board's approval, Public Works will be authorized to execute supplemental agreements for a total \$150,000 not-to-exceed aggregate amount, with Chief Executive Office concurrence. We will return to the Board with contract and funding recommendations, should the additional as-needed design services exceed the \$150,000 not-to-exceed amount.

The Project's final phase is scheduled to be completed in May 2013.

Green Building/Sustainable Design Program

The Project supports the Board's Policy for Green Building/Sustainable Design Program to the extent feasible by using building materials that are composed of recycled materials; replacing and/or upgrading the mechanical, plumbing, and electrical systems to optimize energy efficiency; reducing the amount of demolition materials that would be disposed in landfills; and renovating the interior spaces to improve the indoor

environmental quality and provide a healthy work environment for the Department of Coroner staff.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs the provision of Operational Effectiveness (Goal 1) by maximizing the effectiveness of process, structure, and operations to support timely delivery of customer-oriented and efficient public service.

FISCAL IMPACT/FINANCING

The recommended Supplemental Agreement 3 to HMC for a \$800,000 not-to-exceed amount, and the delegation of authority to award supplemental agreements for up to \$150,000 for as-needed design services are reallocated within the Project budget from Construction Change Order to Plans and Specifications for an aggregate total of \$950,000. Sufficient appropriation is available in the Construction Change Order to fund Supplemental Agreement 3 and the as-needed design services.

The total Board-approved Project budget, including cost of the design, plans and specifications, construction, consultant services, civic arts, and County services remains at \$32,167,680. The Project Schedule and Budget Summary are included in the Attachment.

In November 2010, the Board approved the issuance of long-term debt financing Lease Revenue Bonds, 2010 Series A and B. Proceeds are available in the bond trust account held by a third party financial institution to pay for Supplemental Agreement 3 and remaining project expenditures.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The Supplemental Agreement 3 will be in the form previously reviewed and approved as to form by County Counsel.

The contract contains terms and conditions supporting the Board's ordinances, policies, and programs, including, but not limited to: County's Greater Avenues for Independence (GAIN) and General Relief Opportunities for Work (GROW) Programs, Board Policy No. 5.050; Contract Language to Assist in Placement of Displaced County Workers, Board Policy No. 5.110; Reporting of Improper Solicitations, Board Policy No. 5.060; Notice to Contract Employees of Newborn Abandonment Law (Safely Surrendered Baby Law), Board Policy No. 5.135; Contractor Employee Jury Service Program, Los Angeles County Code, Chapter 2.203; Notice to Employees Regarding

the Federal Earned Income Credit (Federal Income Tax Law, Internal Revenue Service Notice 1015; Contractor Responsibility and Debarment, Los Angeles County Code, Chapter 2.202; and the Los Angeles County's Child Support Compliance Program, Los Angeles County Code, Chapter 2.200; and the Standard Board-directed clauses that provide for contract termination or renegotiation.

ENVIRONMENTAL DOCUMENTATION

On December 16, 2008, pursuant to the California Environmental Quality Act, the Board adopted a Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program for this Project. The services authorized by the recommended action are encompassed within the previously approved Mitigated Negative Declaration.

CONTRACTING PROCESS

On August 15, 2006, the Board awarded a consultant services agreement to HMC to provide design, consultant, and construction administration services for a \$2,547,150 not-to-exceed amount. Two supplemental agreements in the aggregate amount of \$62,000 have been executed under delegated authority to realign funds within the contract, with no increase to the total contract amount. Approval of supplemental agreement 3 will increase the total contract amount to \$3,347,150. With the delegation of authority to award supplemental agreements for up to \$150,000 for as-needed design services, there is a potential of increasing the contract amount to a total of \$3,497,150.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

There will be no negative impact on current County services or projects during the performance of the recommended services. The Department of Coroner's facility will remain fully operational throughout construction.

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CONCLUSION

Please return one adopted copy of this letter to the Chief Executive Office, Capital Projects Division; and the Department of Public Works, Project Management Division I.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'W. T. Fujioka', with a stylized flourish at the end.

WILLIAM T FUJIOKA
Chief Executive Officer

WTF:RLR:DJT
TJ:AH:zu

Attachment

c: Executive Office, Board of Supervisors
 County Counsel
 Auditor-Controller
 Coroner
 Public Works

II. PROJECT BUDGET SUMMARY

Project Activity	Approved Project Budget	Impact of Action	Proposed Budget
Land Acquisition	\$ 0	\$ 0	\$ 0
Construction			
Low Bid Construction Contract (Crypt Bldg.)*	\$ 2,477,000	\$ 0	\$ 2,477,000
Design-Build Contract	0	0	0
Job Order Contract		0	
Old Administration Building	1,285,102	0	1,285,102
1104A Building Renovations	13,369,398	0	13,369,398
Purchase Order Contract	0	0	0
Construction Change Orders	2,838,100	(950,000)	1,888,100
Unforeseen Site Conditions	2,860,644	0	2,860,644
Departmental Crafts	0	0	0
Youth Employment	0	0	0
Construction Consultants	0	0	0
Misc. Expense	0	0	0
Telecomm Equip – Affixed to Building	0	0	0
Furniture and Equipment	1,714,266	0	1,714,266
Civic Art**	176,000	0	176,000
Subtotal	\$ 24,720,510	\$ (950,000)	\$23,770,510
Programming/Development	\$ 352,795	\$ 0	\$ 352,795
Plans and Specifications	\$ 2,547,150	\$ 950,000	\$ 3,497,150
Consultant Services			
Site Planning	\$ 0	\$ 0	\$ 0
Hazardous Materials	310,000	0	310,000
Geotech/Soils Report and Soils Testing	100,250	0	100,250
Material Testing	50,000	0	50,000
Cost Estimating	0	0	0
Topographic Surveys	18,350	0	18,350
Construction Management	0	0	0
Construction Administration	636,788	0	636,788
Environmental	41,923	0	41,923
Move Management	0	0	0
Equipment Planning	0	0	0
Legal	0	0	0
Contract/Change Order	0	0	0
Other: Methane Gas Survey	8,050	0	8,050
Other: HVAC Air Balancing	36,975	0	36,975
Subtotal	\$ 1,202,336	\$ 0	\$ 1,202,336

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I. PROJECT SCHEDULE

Project Activity	Crypt Building Addition Date	Tenant Improvement Date
Award Design Contract	08/15/06*	08/15/06*
Schematic Design	02/05/07*	03/12/07*
Design Development	06/04/07*	10/15/07*
Construction Documents	10/01/07*	12/19/07*
Jurisdictional Approvals	04/29/08*	07/01/08*
Construction Award	03/17/09*	04/09/09*
Construction Start	04/13/09*	04/23/09*
Substantial Completion	01/26/11*	04/30/13
Final Acceptance	04/04/11*	05/30/13

* Actual completion date.

II. PROJECT BUDGET SUMMARY

Project Activity	Approved Project Budget	Impact of Action	Proposed Budget
Miscellaneous Expenditures	\$ 9,500	\$ 0	\$ 9,500
Jurisdictional Review/Plan Check/Permit	\$ 70,000	\$ 0	\$ 70,000
County Services			
Code Compliance Quality Control Inspection	\$ 1,015,167	\$ 0	\$ 1,015,167
Design Review	100,000	0	100,000
Design Services	151,093	0	151,093
Contract Administration	95,537	0	95,537
Project Management	1,636,334	0	1,636,334
Project Management Support Services	27,435	0	27,435
ISD Job Order Contract Management	0	0	0
DPW Job Order Contract Management	0	0	0
ISD ITS Communications	0	0	0
Project Security	0	0	0
Project Technical Support	134,823	0	134,823
Office of Affirmative Action	30,000	0	30,000
County Counsel	0	0	0
Other: Coroner (Zone 5 Maintenance)	75,000	0	75,000
Subtotal	\$ 3,265,389	\$ 0	\$ 3,265,389
TOTAL	\$32,167,680	\$ 0	\$32,167,680

* Included \$5,000 consultant agreement for baseline construction schedule.

** Civic Art Administrative Fee of \$31,000 (15 percent of the 1 percent civic art project charge) is transferred to the County of Los Angeles Arts Commission Operating Budget.